



NAME:

RESIDENCE ADDRESS: San Jose, Mauway, Mandaluyong City

EMAIL ADDRESS: gabzzzzzz07@gmail.com

CONTACT NUMBER: 09677558857 / 09951700287

PROFILE

I graduated associate in Computer Science major in Computer Programming. Looking forward to accept new challenges in other company where can be a platform to showcase what have learn from previous job.

EDUCATIONAL BACKGROUND

Tertiary

St. Chamuel Institute of Technology
Marikina City Branch
Associate in Computer Science
Major in Programming
Year Graduated: 2015

Secondary

Binongaan National High School
Binongaan, San Agustin, Romblon
Year Graduated: 2013

Primary

Malaya Elementary School
Pinyahan Quezon City
Year Graduated: 2009

SKILLS

- Dedicated and hardworking individual.
- Computer literate.
- Have knowledge in MS Office (Word, Excel, Power point).
- Can communicate with other people

PERSONAL DATA

Nickname: Gabrielle
Age: 23 years old
Birth Date: 07 September, 1996
Place of birth: Ilocos Norte
Gender: Male
Civil Status: Single
Citizenship: Filipino
Religion: Roman Catholic
Mother: Sonia Aringay
Father: Michael Padre

CAREER OBJECTIVE

Working in an environment that will enhance my personality and ability as I grow as an individual.

ON-THE-JOB TRAINING

Rusty Lopez

HRMA Department
#88 Eraño Manalo Avenue
Sto. Nino, Marikina City

WORK EXPERIENCE

• Sentinel Credit Information Service Inc.

Nature of business: Business Processing Outsourcing
Address: Emerald Avenue, Ortigas Center, Pasig City

Unit Team Lead: 25 November, 2019 up to present

Task: Assist sub-units concerns, and manages manpower

Assignment: BDO – 33rd flr. Home Loans Department

Team Lead: 01 July, 2019 – 22 November, 2019

Task: Monitors agent daily output and attendance

Assignment: BDO – 20th&25th flr. COG Department

MIS Team Lead: 01 March, 2019 to 28 June, 2019

Task: Manages MIS daily and monthly report;
formulates excel template

Assignment: BDO – 33rd flr. Home Loans Department

CI&Admin Team Lead: 16 January 2017 – 28 February 2019

Task: Manages CI daily and monthly report;
entertains agent concerns and queries.

Assignment: BDO – 33rd flr. Home Loans Department

Tesales: March 2016 – December 2016

Task: Outbound sales of credit card

Assignment: BDO – 24th flr. Credit Cards Department

CHARACTER REFERENCES

Ms. Joselle Maturan

BDO

Assistant Manager – Team Lead

Contact Number: (02) 8688 1288 local 39836

Ms. Janine Mhay Gonzales

BDO

Credit Officer

Contact Number: (02) 8688 1288 local 44066 / 09273666634

Ms. Joy Oliva

Sentinel Credit Information Service Inc.

Operations, Assistant of VP

Contact Number: (02) 8284 8400 local 1011 / 09193757884

This is to ratify that all information declared above are all true and correct beyond my knowledge and trustworthiness.

JOHN WAYNE PADRE

Signature over printed name